

Section Number	Subject	Section Page Number
----------------	---------	---------------------

102	<u>BIDDING REQUIREMENTS and CONDITIONS</u>	
102.03	Examination of Plans, Specifications, Special Provisions, and Site of Work	1
102.06	Proposal Guaranty (Bidder's /Proposal/Government Obligation)	1
Exhibit 102.06 -1	Surety (Proposal Bond)	2
Exhibit 102.06 -2(1)	Government Obligation (Proposal Bond) Page 1 of 2	3
Exhibit 102.06 -2(2)	Government Obligation (Proposal Bond) Page 2 of 2	4
Exhibit 102.06 -3	Safekeeping Receipt	5

103	<u>AWARD and EXECUTION of CONTRACT</u>	
103.04	Bond Requirements	1
Exhibit 103.04 -1 (1)	Surety (Performance Bond) Page 1 of 2	3
Exhibit 103.04 -1 (2)	Surety (Performance Bond) Page 2 of 2	4
Exhibit 103.04 -2 (1)	Surety (Payment Bond) Page 1 of 2	5
Exhibit 103.04 -2 (2)	Surety (Payment Bond) Page 2 of 2	6
Exhibit 103.04 -3 (1)	Government Obligation (Payment Bond) Page 1 of 3	7
Exhibit 103.04 -3 (2)	Government Obligation (Payment Bond) Page 2 of 3	8

Section Number	Subject	Section Page Number
-----------------------	----------------	----------------------------

Exhibit 103.04 -3 (3)	Government Obligation (Payment Bond) Page 3 of 3	9
Exhibit 103.04 -4 (1)	Government Obligation (Performance Bond) Page 1 of 3	10
Exhibit 103.04 -4 (2)	Government Obligation (Payment Bond) Page 2 of 3	11
Exhibit 103.04 -4 (3)	Government Obligation (Payment Bond) Page 3 of 3	12

104	<u>SCOPE of WORK</u>	
104.01	Partnering	1
Exhibit 104.01 -1	Partnering Charter	3
104.02	Variation in Quantities	4
Exhibit 104.02 – 1	Quantity Variation Agreement Example	6
104.03	Change Orders and Extra Work	7
	Change Order Approval Authority Table	11
Example 104.03 – 1	Avoid Verbal Order (AVO) Example	18
Example 104.03 – 2	Avoid Verbal Order (AVO) Example	19
Example 104.03 – 3	ITD – 00400, Change Order Example (Change in Plans)	20
Example 104.03 – 4	ITD – 00400, Change Order Example (Quantity Variance)	21
Example 104.03 – 5	ITD – 02317, Record of Change Order Authorization Example (Quantity Variance)	22
Example 104.03 – 6	ITD – 00403, Utility Agreement Change Order Example	23

Section Number	Subject	Section Page Number
Example 104.03 – 7 (1)	State / Local Agreement Example Page 1 of 5	24
Example 104.03 – 7 (2)	State / Local Agreement Example Page 2 of 5	25
Example 104.03 – 7 (3)	State / Local Agreement Example Page 3 of 5	26
Example 104.03 – 7 (4)	State / Local Agreement Example Page 4 of 5	27
Example 104.03 – 7 (5)	State / Local Agreement Example Page 5 of 5	28
104.04	Differing Site Conditions (Changed Conditions)	29
104.05	Maintenance of Traffic	30
104.06	Maintenance of Public Haul Roads	31

105	<u>CONTROL of WORK</u>	
105.00	Control of Work	1
105.01	Authority of the Engineer and Suspension of Work	1
105.02	Plans and Working Drawings	1
105.03	Conformity with Plans and Specifications	3
105.04	Coordination of Contract Documents	4
105.07	Utility Facilities (Including Railroads)	4
105.08	Construction Stakes, Lines, and Grades	8
105.09	Authority and Duties of Resident Engineer	8
105.11	Inspection Work	9
105.13	Legal Weight Regulations	13
105.16	Acceptance	21
105.17	Claims for Adjustments and Disputes	23
Exhibit 105.17 – 1	Construction Issue Resolution Process Flow Chart	32

Section Number	Subject	Section Page Number
----------------	---------	---------------------

105.18	Claim Review Board Specifications (Statewide Standing Board)	33
105.19	Technical Analysis Support (TAS) Specification	33
105.20	Value Engineering Change Proposals (VECP)	34

106	<u>CONTROL of MATERIALS</u>	
106.01	Source of Supply and Quality Requirements	1
106.02	Materials Order Approval	1
106.03	Samples, Tests, Cited Specifications	1
	Material Summary Report	2
	Sampler, Tester and Laboratory Qualifications	2
	Random Sampling Schedules and Times	3
	Quality Assurance Special Provision	3
	Quality Control and Acceptance Testing	4
	Verification Testing	6
	Independent Assurance	7
	Dispute Resolution	7
	Quality Analysis	8
	Grouping of Lots	9
106.04	Certification of Materials	11
106.09	Material Sources	
Exhibit 106.09 – 1	Materials Source Approval Example Letter	
Exhibit 106.09 – 2	Materials Source Approval Example Letter	6
Exhibit 106.09 – 3	Materials Source Approval Example Letter	7
Exhibit 106.09 - 4	Materials Source Release Example	8

Section Number	Subject	Section Page Number
----------------	---------	---------------------

107	<u>LEGAL RELATIONS and RESPONSIBILITY TO PUBLIC</u>	
107.01	Laws to be Observed	1
Exhibit 107.01 -1	Job Safety and Health Protection Poster	2
Exhibit 107.01 -2	Emergency Phone Numbers Poster	3
Exhibit 107.01 -3	Safety Requirements Checklist	4
107.02	Permits and Licenses	9
107.06	Traffic Control Devices	10
107.09	Forest Protection	10
107.10	Responsibility for Damage	11
Exhibit 107.10 - 1	Handling Insurance Requirements on Projects Flow Chart	12
107.17	Environmental Protection	14
107.20	Filing Tort Claims Against the State of Idaho	20
107.22	Public Information Meetings	21

108	<u>PROSECUTION, PROGRESS, and TERMINATION</u>	
108.01	Subletting of a Contract	1
Exhibit 108.01 – 1	Request to Subcontract Sample Letter	5
Exhibit 108.01 – 2a	ITD 00315, Request to Subcontract Form Sample Page 1 of 2	6
Exhibit 108.01 – 2b	ITD 00315, Request to Subcontract Form Sample Page 2 of 2	7
Exhibit 108.01 – 3a	ITD 00315, Request to Subcontract Form Sample Page 1 of 2	8

Section Number	Subject	Section Page Number
----------------	---------	---------------------

Exhibit 108.01 – 3b	ITD 00315, Request to Subcontract Form Sample Page 2 of 2	9
Exhibit 108.01 – 4a	ITD 00315, Request to Subcontract Form Sample Page 1 of 2	10
Exhibit 108.01 – 4b	ITD 00315, Request to Subcontract Form Sample Page 2 of 2	11
108.02	Prosecution of Work	12
108.03	Preconstruction Conference	16
108.04	Intentionally left blank	23
108.05	Intentionally left blank	24
108.06	Determination and Extension of Contract Time	25
Exhibit 108.06 – 1	ITD – 02242, Statement of Elapsed Time and Status of Work Example	29
108.07	Failure to Complete on Time, Liquidated Damages, Disincentives	30
108.08	Default and Termination of Contract	30
108.09	Termination for Convenience of the State	30

109	<u>MEASUREMENT and PAYMENT</u>	
109.01	Measurement of Quantities	
109.03	Extra and Force Account Work	
109.04	Eliminated Items	
109.05	Partial Payments	
Exhibit 109.05 – 1	ITD – 02892, Certification of Payment Form	
Exhibit 109.05 – 2a	State Board of Examiners, Request for Recognition of Assignment Example Page 1 of 4	
Exhibit 109.05 – 2b	State Board of Examiners, Request for Recognition of Assignment Example Page 2 of 4	

Section Number	Subject	Section Page Number
Exhibit 109.05 – 2c	State Board of Examiners, Request for Recognition of Assignment Example Page 3 of 4	
Exhibit 109.05 – 2d	State Board of Examiners, Request for Recognition of Assignment Example Page 4 of 4	
109.06	Payment for Material on Hand	
109.07	Allowance for Material Remaining on Hand	
109.08	Acceptance and Final Payment	
110	<u>RECORDS</u>	
110.01	Ledgers	1
110.02	Materials Inspection Summary and Certification	2
110.03	Diaries	2
110.04	Pay Document Inspection Program	3
110.05	Recordkeeping on Special Projects	5
110.06	Construction Photographs	6
111	<u>FINAL REPORTS</u>	
111.01	Statement of Labor and Materials Used (FHWA-47)	1
111.02	As-Constructed Plans	1
111.03	Shop Drawings	1
111.04	Final Estimate Voucher (ITD-1009)	1
111.05	Project Quality Evaluation	2
111.06	Documents	2

Section Number	Subject	Section Page Number
112	<u>LABOR COMPLIANCE</u>	
112.00	Labor Compliance	1
112.01	Project Posters	1
112.02	Wage Determination Classifications	1
112.03	Site of Work	3
112.04	Warranty Work	4
112.05	Exemptions	4
112.06	Certified Payroll Reporting	6
112.07	Appointment Affidavit	7
112.08	Fringe Benefit Payments	7
112.09	Overtime	8
112.10	Employee Interviews	8
112.11	Non-Compliance	8
112.12	Semiannual Labor Compliance Enforcement Report	9
Exhibit 112.01	Certified Weekly Payroll Review Checklist	11
Exhibit 112.02	Employee Interview Cover Letter	12
Exhibit 112.02 Con't	Employee Interview	13
113	<u>CONTRACT CIVIL RIGHTS</u>	
113.01	Preconstruction Meetings	1
113.02	Contract Compliance Provisions	2
113.03	Disadvantaged Business Enterprise (DBE)	6
113.04	Training Special Provisions (TSP)	15
113.05	Tribal Employment Rights Ordinances (TERO)	19
Exhibits	Listing of Exhibits used in Contract Civil Rights	20

Section Number	Subject	Section Page Number
114	<u>QUALIFICATION of SAMPLER/TESTERS and INSPECTORS</u>	
114.01	Qualification Criteria for Sampler/Testers	2
114.02	Qualification Criteria for Inspectors	2
Exhibit 114.02 - 1	Qualification Criteria Flow Chart	4
114.03	Qualification Areas for Inspectors	5
114.04	Examination Process	6
114.05	Registration for a Qualification Area Course	7
114.06	Qualified Inspector Registry	7
114.07	Qualification Renewal Policy	8
114.08	Inspector Qualification Program Management	8
114.09	Revocation of Inspector Qualification	9
114.10	Security of Examination Materials	10
114.11	Instructor Qualifications	11
114.12	Course or Exam Administrator and Scorer Qualifications	12
ITD 02905, pg 1	Inspector Qualification Registration	13
ITD 02905, pg 2	Rights and Responsibilities Agreement	14
115	<u>OVERSIGHT AGREEMENT</u>	
115.01	Oversight Agreement FHWA Full Oversight Federal-Aid Ineligible Cost Identification	1
200	<u>EARTHWORK</u>	
201	Clearing and Grubbing	

Section Number	Subject	Section Page Number
----------------	---------	---------------------

202	Selective Removal of Trees or Stumps	
203	Removal of Obstructions	
204	Obliteration of Old Road	
205	Excavation and Embankment	
206	Haul	
207	Stripping Materials Deposits	
208	Interceptor Ditches	
209	Small Ditches	
210	Structure Excavation and Compacting Backfill	
211	Source Reclamation	
212	Water Pollution and Erosion Control	
213	Topsoil	
214	Roadside Cleanup	

300	<u>BASES</u>	
300	Bases	
301	Granular Subbase	
302	Emulsion Treated Base Course	
303	Aggregate Base	
304	Reconditioning	
306	Rolling	

400	<u>SURFACES</u>	
400	Construction Surface Courses and Pavement	1
401	Tack Coat	2
402	Prime Coat	3
403	Seal Coat	3

Section Number	Subject	Section Page Number
403.01	Traffic Control	6
403.02	Weather Limitations for Seal Coats	6
403.03	Precipitation Patterns as an Aid in Seal Coating	7
403.04	Construction Seal Coat Exhibit 1: Idaho Climatological Zones	8
403.05	Construction Seal Coat Exhibit 2	9-13
404	Surface Treatments	14
405	Plant Mix Base and Surfacing	14
405.01	Plant Mix Pavement: Description	14
405.02	Materials	15
405.03	Construction Requirements	15
406	Road Mix Pavement	24
406.01	Emulsified Asphalt Road Mixes	25
406.02	Storage and Transfer of Emulsified Asphalts	25
406.03	Mixing	25
406.04	Maintenance of Uniform Asphalt Content	27
406.05	Spreading the Mix	28
406.06	Compaction	28
406.07	Traffic Control	29
406.08	Weather	29
407	Scrub Coat	30
408	Fog Coat	30
409	Portland Cement Concrete Pavement	31
409.01	Description	31
409.02	Materials	31
409.03	Construction Requirements	31
410	Open Graded Plant Mix	
411	Urban Concrete Pavement	36
411.01	Description	36
411.02	Materials	37

Section Number	Subject	Section Page Number
----------------	---------	---------------------

411.03	Construction Requirements	37
412	Plant Mix Seal	38
412.01	Description	38
412.02	Materials	38
412.03	Construction Requirements	38

500	<u>STRUCTURES</u>	
501	Structures	
502	Concrete	
503.00	Metal Reinforcement	1
504.00	Structural Metals	1
505	Piling	1
Exhibit 505 – 1	Pile Driving Hammer Data (ITD 0969)	7
Exhibit 505 – 2	Test Pile Record (ITD 0970)	8
Exhibit 505 – 3	Individual Pile Driving Record (ITD 0971)	9
Exhibit 505 – 4	Pile Driving Summary Report (ITD 0972)	10
Exhibit 505 – 5	Pile Driving Summary Report (ITD 0973)	11
Exhibit 505 – 6	Example cover letter for required pile capacity	12
Exhibit 505 – 7	Pile Capacity vs. Blow Count Graph	13
506.00	Prestressing Concrete	1
507.00	Bearing Pads and Plates	1
508.00	Corrugated Plate Pipe	1
509	Deck Seal Concrete – Class CH	
510	Deck Seal Concrete – Latex Modified Concrete	
511	Asphalt Waterproof Membrane	
512	Gabion Structures	

Section Number	Subject	Section Page Number
----------------	---------	---------------------

600	<u>INCIDENTAL</u>	
600	Incidental Construction	
601	Conduits	
602	Culverts	
603	Pipe Siphons	
604	Irrigation Pipe Lanes	
605	Sewers	
606	Pipe Underdrains	
607	Embankment Protectors	
608	Aprons for Pipes	
609	Minor Structures	
610	Fences	
611	Cattle Guards	
612	Guard Rail	
613	Sidewalks	
614	Urbane Approaches	
615	Curb and Gutter	
616	Signs and Sign Supports	
617	Delineators and Mile Posts	
618	Marker Posts, Witness Posts and Street Monuments	
619	Illumination	
620	Planting	
621	Seeding	
622	Precast Concrete Headgates	
623	Concrete Slope Paving	
624	Riprap	
625	Joints	
626	Construction Traffic Control Devices	

Section Number	Subject	Section Page Number
627	Painting	
628	Snow Poles	
629	Mobilization	
630	Flagging and Pilot Cars	
631	Construction Maintenance During Winter Suspension	
632	Removal of Bridge Deck Concrete	
634	Mailbox	
640	Construction Geotextiles	
656	Traffic Signal Installations	
Exhibit 603.00-1	Backfill of Siphon Section in Back Slope Repair of Joint with Concrete Collar	
Exhibit 605.00-1	Testing Sewer Pipe Line	